

CBS Manager Meeting Minutes

Date: 10/21/05

Place: CSC

Attendees:

Gordon Alston	(OFM)
Myrian Myer	
Bill Starr	
Karen McBride	
Patricia Jackson	
Teresa Coppelino	(NIST)
Wende Wiles	
Ted Wolfgang	(NOAA)
Bill Holdsworth	
Jim Aikman	(Census)
Gary Gilbertson	
Lisa Stewart	
Sandi Walters	(EDA)

Key issues or topics addressed:

Project Priority Spreadsheet based on CSC Funding: Gordon presented the project priorities and the associated resources for FY 2006 based on the current contracting funding availability of about \$4.2 million. CBS managers were asked to review the spreadsheet with their management and provide feed back by COB Wednesday, 10/26.

CSTARS: The government has reviewed the CACI technical approach to the 8 ARs and Linda Shariati, the CO, will be sending out a revised statement of work and pricing request to CACI today, 10/21. The government expects the CACI delivery on December 5th and the CSC plans to deliver the tested code to the bureaus in early January. The OFM is putting an MOU in place with OAM to provide support once the software is delivered.

CSTARS/CCR: Census has documented 4 ARs (attached) and the CSC will respond by Thursday, 10/27

Central Contractor Registry (CCR): The CSC expects a software delivery from GCE in late November. Phase III will be delivered in mid-January. NOAA hopes to roll CCR out in February, assuming all issues are resolved.

CSC Test Tool: The CBS managers were given cost estimates for automating the test scripts for the CBS modules. NIST has almost completed automating the bank card test scripts and will give them to the CSC. The managers agreed to provide feedback and bureau priorities by module by Wednesday, 10/26.

Finance Business Case: It was suggested that NOAA may want to lead the Finance business case effort since it aligns with their own BPR efforts. The CSC is finalizing the

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documentation for having a contractor do an IV&V on web invoicing and OCS assumptions for hosting the financial system servers.

Web Migration: The CSC is working on the proof of concept and that will be completed by March 2006. The CSC would like bureaus to test the prototype and give feedback.

E-Travel: This project is on hold pending resolution of issues between GSA and EDS.

Mass Reclass – Phase I: The contract is making 4 deliveries and we are on target for a 12/1 delivery to bureaus.

- Delivery 1 has been tested
- Delivery 2 is being testing and most rework items have been completed.
- Delivery 3 testing has begun
- Delivery 4 – Not received yet.

Mass Reclass – Phase II: The CSC has started data gathering. We expect a draft FRD in December.

Trial Phase II: The FRD has been completed and approved by the bureaus. The CSC must now direct SystaLex to do the work.

CRS: We need bureau points of contact. The points of contact will be responsible for adding and deleting users. The CSC delivered an update to correct fund cost fiscal year on October 20th. The CSC plans to implement performance measures by March 2006.

On-Top Adjustment: The FRD was reviewed by the bureaus and comments are being incorporated. An October 20th walkthrough went well and the FRD will be finalized by the end of November.

Funds Control: The FRD will be done by the end of December.

ITA Implementation: There will be a meeting in November and plans are to complete implementation by the beginning of FY 2008.

Bureau Activities:

NOAA –

- NOAA requested the project time line handed out at the 10/17 CBS Executive Board Meeting. Bill Starr will get it and sent it out.
- NOAA participants in the Server Consolidation project have identified some issues and they have been added to the group's issues list.
- There were some audit report questions and Gordon is awaiting the auditors' answers.

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NIST –

- The year end close went well – NIST is doing a lessons learned
- NIST is rolling out My Tools to management
- NIST demonstrated their Competency Tool
- NIST staff have established an executive dashboard for the Server Consolidation Project. People should let NIST know if they want access to the dashboard.

Action Items

1. CBS Managers – Review CSC priorities spreadsheet and provide feedback to Patricia Jackson and Gordon Alston by Wednesday, 10/25.
2. Patricia Jackson – Respond to Census ARs on CSTARS/CCR by Thursday, 10/27.
3. CBS Managers – Provide Sue Masser and Gordon Alston priorities for automating CBS module test scripts by Wednesday, 10/26.
4. Sue Masser – Sue will consolidate the bureau responses to Action Item 3 and send them out to the CBS-Managers distribution List.
5. CBS Managers – Need bureau point of contact for adding and deleting bureau users. A response date to this action item was not defined.
6. Bill Starr – Get project time line from Ruby May (OCIO) and share with CBS managers.

Dates of Next CBS Manager Meetings will be:

November 10th – Census
December 9th – NIST